



HEADQUARTERS
ALASKA WING, CIVIL AIR PATROL
AUXILIARY OF THE UNITED STATES AIR FORCE
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12 September 2006

MEMORANDUM FOR: ALL MEMBERS OF THE ALASKA WING CIVIL AIR PATROL

FROM: MAJ. DAVID THOMPSEN, ALASKA WING CHIEF OF STAFF

RE: Professional Development Opportunities

Connected to the Alaska Wing conference in October this year will be several opportunities for training in your professional development at all levels. All these courses are required for leadership, advancing rank and generally being more educated on the Civil Air Patrol. If you are interested in any of these courses, please fill out the Form 17 on the back with the needed information and send it the Alaska Wing (address and fax on letterhead).

Starting on Monday, 9 Oct 2006, all the current and prospective squadron commanders will be taking the Unit Commanders Course (UCC). The Unit Commanders Course standardizes the training of squadron and group commanders throughout CAP. These commanders are the people responsible for administering programs and managing the volunteer members in the field.

UCC discusses the traits and skills new unit commanders will need to develop to effectively manage their units. Topics include recruiting and retention, command responsibility and accountability, safety, how to work with families, management, leadership, communication, and elements of successful units and leaders. We are not limiting this course just to squadron commanders. If you have the time and are thinking about stepping up, we encourage you attend. This class will last three days. During this time in the afternoons we will also be reviewing some of the requirements for taking the Senior Correspondence Course (ECI13) test that we will be administering on Friday, 13 Oct 2006, if you have not taken this test yet. You must order the material and the test soon by yourself as we will only be doing review for the test questions and administering the test. This is required to complete level two.

Starting on Thursday, 12 Oct 2006, and lasting two days, we will be holding a Corporate Learning Course (CLC). The CLC discusses the relationship the CAP squadron has with the next major echelon of command -- the wing. Specifically, CLC discusses how wing-level operations help to accomplish CAP's three missions of aerospace education, emergency services, and cadet programs. It describes the working relationships wing staff officers have with each other, and their squadron level counterparts. This is one of the requirements for completing level three.

We will also be starting up an Aerospace Education Program on Friday afternoon. We will have the regional and wing AE Directors up here to set a plan for the next year. I would like to see at least one member (or DDC) from each squadron attend so we can get this program off the ground. There are several new programs like "Fly the Teacher" to educate adults and children on Aerospace Education. We will be pushing each squadron to have an AE officer in the upcoming month.

Professional Development is an important part of developing information on the Civil Air Patrol. I encourage everyone to look at CAPR 50-17 on the web and review the attachment Professional Development Program of Progression. The CAP web site has improved greatly in the last year. If you have extra time, please surf www.cap.gov. If you have questions go to Knowledgebase.

To finish off the week we will be holding a potluck on Friday night. Everyone is invited even if you did not attend any classes. And of course, the Wing Conference will be the next day on the weekend starting 14 Oct 2006. National Headquarters will be presenting CAP computer training for all those that are confused. We are stuffing a lot of training in this week and hope that there is something that everyone needs to progress further in their professional development.

OFFICIAL

DAVE THOMPSEN, MAJ, CAP

APPLICATION FOR SENIOR MEMBER ACTIVITIES

Note: Use of this form is optional (see CAPR 50-17, para 2-7b2). See instructions on reverse.

1. Title of Activity (If applying for a position, include the position desired)		2. Location of Activity	
3. Dates of Activity		4. Previously Attended This Activity? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, give date)	
5. Last Name, First, Middle Initial		6. CAP Grade	7. CAPID
8. Member's Address (Include No., Street, City, State, Zip) _____ _____ _____		9. Telephone (Include Area Code) Work () _____ Home () _____ E-Mail _____	
10. Charter Number	11. Unit Name		12. Date and Method of Level I Completion
13. Date Joined CAP	14. CAP Duty Assignment and Inclusive Dates		15. CAP Aeronautical Rating
16. Specialties and Ratings Completed Specialty Rating a. _____ b. _____ c. _____ d. _____		17. Previous Training Activities and Years Attended a. _____ b. _____ c. _____ d. _____ e. _____	
18. Professional Development Awards a. _____ b. _____ c. _____ d. _____		19. Scholastic Achievement High School Graduate (Year): _____ College (Number of Years): _____ Post Graduate (Number of Years): _____	
20. Civilian Occupation		21. Emergency Medical Information	
22. Outline Personal and Professional Goals in CAP 			
23. Remarks (Use Reverse Side or Attach Additional Sheet if Necessary)		Applicant's Signature and Date	
24. Unit Commander (if required) Recommend <input type="checkbox"/> Approval <input type="checkbox"/> Disapproval Remarks:		Unit Commander's Signature and Date	
25. Wing Commander (if required) Recommend <input type="checkbox"/> Approval <input type="checkbox"/> Disapproval Remarks:		Wing Commander's Signature and Date	
26. Region Commander (if required) Region Selection Number Recommend <input type="checkbox"/> Approval <input type="checkbox"/> Disapproval Remarks:		Region Commander's Signature and Date	

Attachment 1-CAP Senior Member Professional Development Program Progression and Awards

CIVIL AIR PATROL SENIOR MEMBER PROFESSIONAL DEVELOPMENT PROGRAM
PROGRESSION AND AWARDS (See CAPR 50-17 for Details)

ACHIEVEMENT	LEVEL	PREREQUISITES	COMMAND OR STAFF ASSIGNMENT	PROFESSIONAL COURSES	SPECIALTY TRACK	LEADERSHIP	ACTIVITIES	AWARDS
ORIENTATION	I			ORIENTATION COURSE & CADET PROTECTION PROGRAM TRAINING	SELECT A SPECIALTY TRACK (See CAPR 50-17 Paragraph 4-2b)		STUDY SENIOR MEMBER HANDBOOK MATERIALS	MEMBERSHIP RIBBON
TECHNICAL TRAINING	II	COMPLETE LEVEL I		SLS (SQUADRON LEADERSHIP SCHOOL)	TECHNICIAN RATING (LEADERSHIP RIBBON) See Specialty Track Pamphlets on Website		COMPLETE CAP SENIOR OFFICER CORRESPONDENCE COURSE	CERTIFICATE OF PROFICIENCY
MANAGEMENT	III	COMPLETE LEVEL II	TOTAL OF 1 YEAR	CLC (CORPORATE LEARNING COURSE)	SENIOR RATING (BRONZE STAR ON LEADERSHIP RIBBON) See Specialty Track Pamphlets on Website	ATTEND TWO NATIONAL, REGION, OR WING CONFERENCES (ONE OF WHICH MAY BE NATIONAL CONGRESS, OR A WING/REGION AEROSPACE CONFERENCE)		GROVER LEONING AEROSPACE AWARD
COMMAND AND STAFF	IV	COMPLETE LEVEL III	TOTAL OF 2 YEARS	RSC (REGION STAFF COLLEGE) OR EQUIVALENT PROFESSIONAL MILITARY EDUCATION (SEE ATTACHMENT 2 CAPR 50-17)	MASTER RATING (SILVER STAR ON LEADERSHIP RIBBON) See Specialty Track Pamphlets on Website	SERVE AS A STAFF MEMBER FOR SLS/CLC/ UCC OR NATIONAL, REGION, OR WING CONFERENCE (SEE PARAGRAPH 6-1 CAPR 50-17)	PUBLIC PRESENTATION TO A NON-CAP GROUP OR AN INTERNAL OR EXTERNAL AE PRESENTATION OR EARN THE YEAGER AWARD	PAUL E. GARBER AWARD
EXECUTIVE	V	COMPLETE LEVEL IV	TOTAL OF 3 YEARS	NSC (NATIONAL STAFF COLLEGE) OR EQUIVALENT PROFESSIONAL MILITARY EDUCATION (SEE ATTACHMENT 2 CAPR 50-17)		SERVE AS A STAFF MEMBER FOR RSC/NSC OR DIRECTOR OF SLS/CLC/UCC (SEE PARAGRAPH 7-1 CAPR 50-17)	CONDUCT A LEVEL I ORIENTATION COURSE	GILL ROBB WILSON AWARD

DUTY PERFORMANCE PROMOTION REQUIREMENTS (See CAPR 35-5 for Other Criteria and Promotion Categories)			
TO BE ELIGIBLE FOR PROMOTION TO:	MINIMUM SKILL LEVEL	PLUS TIME-IN-GRADE OF:	
SECOND LIEUTENANT	LEVEL I	6 MONTHS AS A SENIOR MEMBER	
FIRST LIEUTENANT	TECHNICIAN RATING IN A SPECIALTY TRACK	12 MONTHS AS 2d LT OR TECHNICAL FLIGHT OFFICER (TFO) (Or Combination thereof)	
CAPTAIN	LEVEL II	18 MONTHS AS 1st LT OR SENIOR FLIGHT OFFICER (SFO) (Or Combination thereof)	
MAJOR	LEVEL III	3 YEARS AS CAPTAIN	
LIEUTENANT COLONEL	LEVEL IV	4 YEARS AS MAJOR	